

Resolution for Cancellation of Old Outstanding Checks

WHEREAS, Board of the _____ Public Library finds according to IC 5-11-10.5 that checks outstanding and unpaid for a period of two years as of December 31 of each year are void.

WHEREAS, the treasurer shall prepare on or before March 1 a list in duplicate of all checks outstanding for two years or more as of December 31 preceding. The original copy of each list shall be filed with the board of finance. The duplicate copy shall be filed by the disbursing officer of the library.

WHEREAS, the treasurer shall enter the amounts so listed as receipt to the fund or funds upon which they were originally drawn and remove the checks from the list of outstanding checks.

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of the _____ Public Library do hereby cancel the outstanding warrants listed here.

Warrant Number	Date	Vendor	Fund	<u>Amount</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

DULY ADOPTED by the Board of Trustees of the _____ Public Library at its regular meeting held on the ____ day of _____, _____, at which meeting a quorum was present.

NAY

AYE

ATTEST:

Secretary